

UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF CALIFORNIA
San Francisco Division

HILLS CONSERVATION NETWORK,
Plaintiff,

v.

FEDERAL EMERGENCY
MANAGEMENT AGENCY, et al.,
Defendants.

SPRAWLDEF, et al.,

Plaintiffs,

v.

FEDERAL EMERGENCY
MANAGEMENT AGENCY, et al.,
Defendants.

Case No. 3:15-cv-01057-LB

**ORDER REGARDING JOINT
APPENDIX**

Case No. 3:15-cv-02331-LB

**ORDER REGARDING JOINT
APPENDIX**

At the case management conferences held on August 27, 2015 in the two above-captioned related cases, the court directed the parties to confer about the interplay between ADR and the briefing schedule. The court also mentioned strategies that it used previously to address large administrative records. For example, in another case involving the federal government, the parties submitted a 17-box administrative record. In order to simplify judicial review, the court ordered the parties to cooperatively prepare and lodge two copies of a joint appendix of the administrative record containing those documents the parties cite directly. The court directed that the appendix

ORDER (No. 3:15-cv-01057-LB)

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2 consist of one or more three-ring binders containing all of (and only) the relevant documents
3 organized sequentially by bates number. Among the other guidelines were these:
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5 If a party cites just one page of a document, the appendix should contain the entire
6 document in most cases. If the entire document is particularly large, the appendix
7 should contain the relevant section(s). As a general rule, the parties must print on
8 both sides of the page. Knowing the court's preference, the parties may use their
discretion to print on only one side of the page where it makes sense, e.g. document
breaks. The parties must lodge a CD, DVD, or thumb drive containing a single, full-
text searchable .pdf file (or .pdf binder) of the joint appendix. The printed and
electronic copies of the appendix must be lodged no later than ____.

9 The court asks the parties to devise a similar approach here.

10 **IT IS SO ORDERED.**

11 Dated: August 28, 2015



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13 LAUREL BEELER
14 United States Magistrate Judge
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